REGIONAL CONTINUUM OF CARE COUNCIL
MINUTES
Tuesday March31, 2009

CALL TO ORDER at 10:04 AM

APPROVAL OF MINUTES of February, 2009 with minor correction for spelling. A request to distribute reports in Word 1997 format was noted.

NEW MEMBER ANNOUNCEMENT

The Housing Opportunities Collaborative (HOC) was announced as a new RCCC member who has also invited the RCCC to join their collaborative. This group helped to sponsor the Home Mortgage Clinics throughout the region and has focused on permanent housing opportunities. Housing liaison Hannah Cohen will be meeting with the HOC this month.

HUD E-SNAPS DEBRIEFING

HUD hosted a 2008 E-snaps debriefing session with only 20 spaces for participants. Fortunately, Mielle Schwartz was able to attend the session on Exhibit II and Lynda Brophy participated in the session for Exhibit I. Mielle reported that some of the issues identified included:

The E-snaps application was prepared just before the competition was announced (last minute) which contributed to the problems in implementation

The system was not written from a grant-writer's or respondents perspective; it was fairly linear in design which did not accommodate a reflective writing process

The next version will include a full overview and will have consistency between the Logic Model used in the process and the instructions for completing the form

There will be no phone question and answer capacity in 2009. All questions will be submitted and answered via email

There needs to be a modification of the .prf system and the capacity to printout the entire application

Line 13 on the budgets (other resources) will probably change and more detailed instructions will be included

Lynda Brophy provided comments in advance of the meeting. Her observations coincide with Mielle's. Only on-line Q & A will be offered; improved ability to view all entry for each section. It was anticipated that CoCs would enter detailed data in the 2008 E-snaps and that the information would 'auto-populate' in 2009. It now appears that this may not happen and that data will need to be re-entered this year. There is a new format for grant numbers, and some changes in the CCR system, so applicants are advised to be diligent in verifying this information when applying ion 2009.

STEERING COMMITTEE February and March were very busy months for the Steering Committee which met once at the end of February and three times in March. Notes from these sessions were distributed to the RCCC members. From these sessions

the Steering Committee brought a series of recommendations to the full RCCC for consideration.

The full RCCC adopted the following Recommended HMIS Actions:
Motion # 1: Eight principle features for the regional HMIS system were approved.
(votes exceed 80% consensus32 yes and one abstaining)*. The adopted features are:*
1) The HMIS will use of a data warehouse to aggregate data and provide reports on a regional basis
2) The HMIS warehouse system will have the capacity to bring together data from multiple software systems
3) The system must be able to produce, clean, accurate, unduplicated, de-identified, verifiable reports, for city, county and region.
4) There is to be local control of the system and the database is to be locally owned.
5) The agency managing the HMIS must be an independent organization answering to the CoC
6) The system must have the capacity to produce custom reports in short response time
7) The level of protection for personal data for clients is client control. (ie clients release their data)
8) The level protection of program data is the agency (agencies control their program data)

Motion # 2: Review of Data Sharing Guidelines: The RCCC will revisit the HMIS structure to ensure protection of client data and establish guidelines for appropriate access. The Steering Committee will draft recommendations for consideration by the full body. (passed unanimously)

Motion # 3: HUD required HMIS MOU: Changes in partnerships in the MOU between the RCCC and the HMIS Lead are contingent on the capacity plan that is to be submitted by RTFH. (Passed in excess of 80% consensus with 30 voting in favor and two abstaining)

Ratification of Request for RTFH Capacity Report: The Steering Committee reported that the RTFH has been requested to produce evidence of capacity to aggregate, clean, de-duplicate data from the warehouse into a regional report. (indicating who will perform the duties and their qualifications. If the capacity does not exist, the Steering Committee will need to develop a plan for achieving it. The capacity report is due by April 6th and will be reviewed by a task-oriented group that combines members of the Data Quality Group and the Steering Committee . The RCCC ratified this action with no opposition.

Letters of Intent for 2009 have been submitted. The initial review shows that there are several potential new projects in both the City and the County Consortia. The proposals include permanent supportive housing, shelter plus care, projects for disabled adults, and for seniors. The appropriate jurisdiction for one project has to be determined since the physical location borders both the City and the outlying County. A summary of the

requests is being compiled. Applicants will be notified of any questions or corrections to their intent forms prior to the local rating and ranking process.

UPDATE on HPRP –ARRA Planning
San Diego Grantmakers Homeless Working Group is hosting a series of meetings to support local planning for the Recovery Act funds that will come to the San Diego region. Six jurisdictions have been participating (City of Chula Vista; City of El Cajon; City of Escondido; City of Oceanside, City of San Diego, County of San Diego – HCD and HHSA/CAP) along with a variety of stakeholders. The RCCC is actively participating and all members are encouraged to forward comments and questions to the facilitator who will act as the liaison. The group is reviewing information from a variety or sources and working toward establishing the local plans before the HUD deadline in early May.

County of San Diego HPRP Planning
Dolores Diaz from HCD reported on the current plan for the County's $1.9 million in HPRP funds. The strategy is to partner with the McKinney-Vento liaisons in each of the County school districts to identify families are risk of homelessness. The Dept of Education definition of homelessness is broader than the HUD SHP definition. Persons who are homeless under the DOE definition include persons 'doubled up' in housing but the HUD SHP definition does not. As a result families who are considered homeless by the school district cannot access homeless housing assistance. Since HPRP allows for prevention, this is an opportunity to serve these households and prevent them from becoming homeless. This plan is in keeping with the County Board of Supervisors' children's initiative and provides coverage in 23 school districts, which include the more remote sections of the County's jurisdiction that otherwise could be difficult to reach. The proposed plan focuses on distributing housing assistance. The County's anticipated allocation will serve less than 200 families if each is given 12 months of assistance. Comments and concerns can be directed to HCD. The Plan has to be finalized and submitted before May 5th.

A substantial amendment to the Consolidated Plan has to be submitted as part of the HPRP process. The federal time line is to review submissions before July 1, to enter into agreements by September 1, with funds to be committed by September 30, and the first progress report due in mid-October. This rapid process means that the local community should prepare to respond to community inquiries during the summer months.

Second Chance Act applications are due in mid April. Governmental entities are eligible to apply, and the Sheriff and other law enforcement agencies are encouraged to partner with other community resources. The basic information for this opportunity was distributed via email, Please contact the Facilitator if you need additional information.-

SAMHSA has announced funding opportunities for two grant*s.* Local organizations are planning to apply (Steppin' Higher and SD Rescue Mission among others). Leveraging SAMSHA with other resources, like MHSA, SHP helps to provide the array of intense services that can be needed by homeless individuals and families.

UPDATE on MAINSTREAM RESOURCES – SOCIAL SECURITY MEETING
Plans for a joint meeting with the Social Security Administration Supervisors and Staff is progressing. Each of the local offices, as well as the regional Social Security office will participate. We anticipate a joint meeting in May or June. Watch for more information.

SUBCOMMITTEE REPORTS
Legislative Committee a report is being distributed by Rosemary Johnston that includes highlights from federal, state and and local initiatives. The Hearth Act (Mc Kinney Reauthorization) continues to make its way through the public process.

Neighborhood Stabilization Program, The Cities of San Diego and Chula Vista are releasing Requests for Qualifications, and the County has released an RFP for the Neighborhood Stabilization Program funds. These funds can be used in restricted census tracts only. Contact CSH at 619-232-1982 for more information.

Rating and Ranking Group have met and developed recommendations that will be heard by the Steering Committee prior to the April RCCC meeting. An update will be included in that agenda.

Data Quality Group – Deborah Lester

PTECH - Pat Leslie, Mat Packard – No meetings in February and March. The results of the RFP for three PTECH initiatives is expected in early April.

OTHER BUSINESS
Announcements: The Fair Weather Lodge is accepting applications for Shared Housing participants. The program targets high-functioning adults with serious mental illness, who are able to work at least part time in janitorial services. Individuals and couples can be considered. For more information, contact Interfaith Community Services in Escondido.

ADJOURNED

NEXT MEETING
APRIL28, 2009
10:00 – 11:30 AM

National University
9388 Lightwave Ave.
San Diego, CA. 92123